



COUNTY OF HUMBOLDT

For the meeting of: December 12, 2017

Date: December 5, 2017
 To: The Honorable Board of Supervisors
 From: Clerk of the Board of Supervisors
 Subject: **Approval of the Action Summary – Meeting of December 5, 2017**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of December 5, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

SOURCE OF FUNDING: General Fund

DISCUSSION: The Action Summary from the meeting of December 5, 2017 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their December 5, 2017 meeting.

FINANCIAL IMPACT: None

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS: Direct the Clerk of the Board to prepare a corrected Action Summary, if necessary.

ATTACHMENT(S): Action Summary

Prepared by Ryan Sharp, Deputy Clerk of the Board CAO Approval: 

REVIEW: Auditor _____ County Counsel _____ Personnel _____ Risk Manager _____ Other _____
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TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
 Upon motion of Supervisor Wilson Seconded by Supervisor Sundberg
 Ayes Sundberg, Fennell, Bass, Bohn, Wilson
 Nays _____
 Abstain _____
 Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: 12/12/17

By: 
 Ryan Sharp, Deputy Clerk of the Board

BOARD OF SUPERVISORS

REX BOHN
First District
ESTELLE FENNELL
Second District
MIKE WILSON
Third District
VIRGINIA BASS
Chair - Fourth District
RYAN SUNDBERG
Vice-Chair - Fifth District



COUNTY STAFF

AMY S. NILSEN
County Administrative Officer
JEFFREY S. BLANCK
County Counsel
KATHY HAYES
Clerk of the Board

**BOARD OF SUPERVISORS
COUNTY OF HUMBOLDT
825 FIFTH STREET
EUREKA, CA 95501
SUPERVISORS' CHAMBER, FIRST FLOOR**

ACTION SUMMARY

Tuesday, December 5, 2017

9:00 AM

Regular Meeting

Supervisor Rex Bohn was absent from this meeting.

A. SALUTE TO THE FLAG

B. MODIFICATIONS TO THE AGENDA

C. CONSENT CALENDAR

Auditor/Controller

1. Distribution of Excess Proceeds from Tax Sale of 509-121-033 on April 22-25, 2016

Recommendation: That the Board of Supervisors approve the distribution of the excess proceeds resulting from the April 22-25, 2016 public auction as set forth in Attachment A.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Board of Supervisors

2. Proclaim December, 2017 as Human Rights Awareness Month (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors adopt the Proclamation.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

3. Resolution Recognizing Byrd Lochtie as the Recipient of NorCAN's Nonprofit Leader Achievement Award (Supervisor Bass)

Recommendation: That the Board of Supervisors authorize the Chair to sign the Resolution.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

4. Letter of Support for the Expansion of the Redwood Coast PACE Program (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors authorize the Chair to sign the letter of support.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Clerk of the Board

5. Local Appointments List for 2018

Recommendation: That the Board of Supervisors receive said list; direct the Clerk of the Board to send a copy of said list to the Humboldt County Library, Eureka Main Branch pursuant to Government Code Section 54973, and that the Board hereby designates the Humboldt County Library, Eureka Main Branch, as the public library required to receive a copy of such list.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

6. Approval of the Action Summary - Meeting of November 14, 2017

Recommendation: That the Board of Supervisors approve the Action Summary for the meeting of November 14, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

7. Notice of Vacancy on Assessment Appeals Board

Recommendation: That the Board of Supervisors receive and file this report.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

County Administrative Office**8. Master Governmental Lease for Sharp Copiers**

Recommendation: That the Board of Supervisors authorize the Purchasing Agent to execute the attached Master Lease Agreement #15212 dated October 27, 2017; authorize the Purchasing Agent to sign the attached Certification of Authority to Sign Governmental Lease from Lease Servicing Center, Inc. dba National Cooperative Leasing; and authorize the Purchasing Agent to execute individual Sub-Lease Agreements from the Master Lease Agreement.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

9. Appointment of Sean Quincey to the Access Humboldt Board of Directors

Recommendation: That the Board of Supervisors appoint Sean Quincey as the county representative on the Access Humboldt Board of Directors.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

10. Appointment of Interim Public Defender

Recommendation: That the Board of Supervisors accept the resignation of David Marcus, Public Defender, effective November 22, 2017; and appoint Kaleb Cockrum to the position of Public Defender on an interim basis, retroactive to December 4, 2017, and continuing until appointment of a permanent Public Defender is made, or other solution is identified.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

County Clerk/Recorder/Registrar of Voters**11. Certification of the Results of the November 7, 2017, Consolidated Districts Election**

Recommendation: That the Board of Supervisors accepts the Certified Statement of Results of the Official Canvass for the November 7, 2017, Consolidated Districts Election.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

12. Supplemental Budget Request for Voter Notification of District Cycle Changes (4/5th Vote Required)

Recommendation: That the Board of Supervisors adopt the attached supplemental budget for FY 2017-18 for budget unit 1100140 in the amount of \$50,000 (4/5 vote required).

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

13. District Resolutions to Transition to Even-Year Elections Pursuant to Senate Bill 415 (California Voter Participation Act)

Recommendation: That the Board of Supervisors receive staff report; receive staff impact analyses and district resolutions for the Fieldbrook Glendale and Westhaven Community Service Districts; and approve Fieldbrook Glendale and Westhaven Community Services Districts' resolutions to transition to even-year elections pursuant to California Elections Code, Sections 14050-14057.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Department of Health and Human Services: Administration

15. Reallocation of the Incumbents in the Deputy Public Guardian-Conservator Job Class (Class 0678) in Budget Unit (BU) 273 into the Deputy Public Guardian-Conservator I/II/III Job Class (Class 0670) in Budget Unit (BU) 273

Recommendation: That the Board of Supervisors approve the reallocation of the 1.0 full-time equivalent (FTE) Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 03, BU 273), currently occupied by Aprille Akers to the classification of Deputy Public Guardian-Conservator II (class 0670, salary range 380, position 03, BU 273); approve the reallocation of the of the 1.0 FTE Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 01, BU 273), currently occupied by Rachel Bums to the classification of Deputy Public Guardian-Conservator II (class 0670, salary range 380, position 01, BU 273); and approve the reallocation of the 1.0 FTE Deputy Public Guardian-Conservator position (class 0678, salary range 377, position 02, BU 273), currently occupied by Matthew Clementz to the classification of Deputy Public guardian-Conservator II (class 0670, salary range 380, position 02, BU 273), effective the beginning of the bi-weekly pay period immediately following approval.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Department of Health and Human Services: Mental Health

16. Memorandum of Understanding with the Humboldt County Office of Education Regarding the Continued Development of a Multi-Tiered System of Support Coalition within Humboldt County

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached Memorandum of Understanding with the Humboldt County Office of Education regarding the continued development of a Multi-Tiered System of Support Coalition that will implement the Positive Behavior Intervention and Supports curriculum throughout Humboldt County school system; and direct the Clerk of the Board to route two (2) fully executed original copies of the attached Memorandum of Understanding to the Department of Health and Human Services-Contract Unit for further processing.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Department of Health and Human Services: Social Services

17. Application Process for Collaborative Partnership Agreements Regarding the Provision of Professional Services Intended to Reduce the Number of Adverse Childhood Experiences Occurring within Humboldt County

Recommendation: That the Board of Supervisors approve the attached collaborative partnership agreement application package; approve the attached collaborative partnership agreement templates regarding the provision of professional services intended to reduce the number of Adverse Childhood Experiences occurring within Humboldt County; authorize the Department of Health and Human Services-Mental Health Director to execute collaborative partnership agreements that are substantially similar to the attached collaborative partnership agreement templates, after review and approval by County Counsel and Risk Management; authorize the Department of Health and Human Services-Mental Health Director to execute any and all future amendments to the collaborative partnership agreements executed thereby, after review and approval by County Counsel and Risk Management; and direct the Clerk of the Board to return one (1) original executed copy of this item to the Department of Health and Human Services-Contracts Unit.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Planning and Building Department

18. Steve Miller Lot Line Adjustment and Joint Timber Management Plan; File No.: 316-061-020, et seq.; Case Nos.: LLA-12.030, JTMP-12-014; Willow Creek Area (4/5th Vote Required)

Recommendation: That the Board of Supervisors approve (by 4/5th vote) the Joint Timber Management Plan (JTMP) and Guide (Attachment B) prepared pursuant to Section 51119.5 of the California Government Code (C.G.C.) project to be (Note: 4/5th vote is required); find the project exempt from environmental review pursuant to Sections 15061(b)(3) and 15305 of the State CEQA Guidelines and make all of the required findings (Attachment D) to approve the Lot Line Adjustment; direct the Planning Division staff to record the Declaration with the JTMP and the Notices of Lot Line Adjustment and Certificate of Subdivision Compliance; and direct the Clerk of the Board to give notice of the decision to owners, the County Assessor's Office and any other interested party.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

19. Allocation of Office Assistant I/II in Cannabis Planning Budget Unit 268 and Appropriation Transfer

Recommendation: That the Board of Supervisors approve the allocation of a 1.0 full-time equivalent (FTE) Office Assistant I/II (class 180, Range 255/286) in Cannabis Planning budget unit 268, effective July 1, 2017; and approve appropriation transfer of \$44,462 from Building Inspector budget unit 262 to Cannabis Planning Budget unit 268.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

20. Supplemental Budget for 1100277 the Allocation of 1.0 Full Time Employee (FTE) Legal Office Assistant, 1.0 FTE Administrative Analyst, the Acquisition of Three (3) Departmental Vehicles for Planning and Building, and Office Equipment and Supplies (4/5th Vote Required)

Recommendation: That the Board of Supervisors approve and direct the Auditor Controller to supplement budget unit 1100277 as proposed (Attachment 1), including creating revenue line 707021 Fines and Penalties; approve and direct the Auditor Controller to transfer \$6,000 from fund 3575 to 1100277-707808; approve and direct the Auditor Controller to create a new interest bearing fund, 3585, Fines and Penalties, to provide funding for Code Enforcement abatement operations; approve the allocation of 1.0 FTE Legal Office Assistant to budget unit 277. class 0178, range 292/314, effective immediately; approve the allocation of 1.0 FTE Administrative Analyst to budget unit 277 class 626, range 379/412, effective immediately; approve the purchase of three vehicles and the donation of the vehicles to the County Motor Pool for capitalization, maintenance, and insurance; and approve an appropriation transfer (Attachment 2) to allow for the transfer of \$25,000 between 1100277-2125 and 1100277-8777, which corrects the budget to reflect the acquisition of a vehicle as a fixed asset.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Probation**21. Extension of Extra Help Hours to 1950 for Juvenile Corrections Officers Maurice Purify, Lyndon Rowell, and Dan Maldonado (4/5th Vote Required)**

Recommendation: That the Board of Supervisors authorize the extension of extra help hours for Juvenile Corrections Officers (JCOs) Maurice Purify, Lyndon Rowell, and Dan Maldonado to 1950 hours through June 30, 2018, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Public Works

22. Salt River Bridge Replacement on Waddington Road (C3G025) at Post Mile 1.69; Project Number: BRLOZB-5904(094); Contract Number: 594011

Recommendation: That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between RAO Construction Company, Inc., and Humboldt County for the Salt River Bridge Replacement on Waddington Road (C3G025) at Post Mile 1.69; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$2,297.61, which will bring the total amount paid to 100% of the contract.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

23. Eighth Amendment to the Agreement for Professional Services with Quincy Engineering, Inc. Regarding the Provision of Design Engineering and Project Development Services Pertaining to the Replacement of the Pine Hill Road Bridge (04C-173) Over Swain Slough, Contract Number: 594020

Recommendation: That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached eighth amendment to the agreement for professional services with Quincy Engineering, Inc. regarding the provision of design engineering and project development services pertaining to the replacement of the Pine Hill Road Bridge; and Direct the Clerk of the Board to return two (2) executed originals of the attached eighth amendment to the Department of Public Works for further processing.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

24. Allocate One Full-Time Roads Division Manager

Recommendation: That the Board of Supervisors approve the allocation of one full-time (1.0 FTE) Roads Division Manager (class 0210, salary range 485, unit 08) position in budget unit 325, effective at the beginning of the next bi-weekly pay period following approval.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

Sheriff

25. Amendment #3 to Agreement with Securitas Security Services, USA, Inc. for Uniformed Screening Personnel Services at the Courthouse

Recommendation: That the Board of Supervisors approve Amendment #3 (Attachment 1) rate increase to Uniformed Screening Personnel Services Agreement between County of Humboldt and Securitas Security Services USA, Inc. approved on March 10, 2015 to provide security screening services at the courthouse; authorize the Chair of the Board to execute three (3) originals of Amendment #3; and direct the Clerk of the Board to return two (2) fully executed originals of the Agreement to the Sheriff's Office for forwarding to interested parties.

A motion was made by Supervisor Wilson, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

D. PUBLIC COMMENT ON NON-AGENDA ITEMS**E. SPECIAL PRESENTATIONS****Board of Supervisors**

1. Assemblymember Wood End of the Year Wrap Up (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors hear the presentation and take appropriate action, if required.

A motion was made by Supervisor Fennell, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

F. MATTERS SET FOR TIME CERTAIN**G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS**

1. Zero Waste Humboldt Plastic Bag Ban Presentation (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors hear the presentation and take appropriate action, if required.

This item was pulled and will be brought back at a later date.

I. DEPARTMENT REPORTS**Clerk of the Board**

1. Appointment of Board Members to Various Boards, Commissions and Committees for Calendar Year 2018

Recommendation: That the Board of Supervisors appoint Board Members to various Boards, Commissions and Committees for calendar year 2018.

A motion was made by Supervisor Fennell, seconded by Supervisor Wilson, to incorporate all changes made to the Board Member Appointments List. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

2. Appointment of Chair and Vice Chair for the Board of Supervisors - Calendar Year 2018

Recommendation: That the Board of Supervisors appoint a Chair and Vice Chair for the Board of Supervisors for Calendar Year 2018.

A motion was made by Supervisor Fennell, seconded by Supervisor Wilson, to appoint Supervisor Sundberg as Chair and Supervisor Bohn as Vice Chair for the calendar year 2018. The motion carried by the following vote:

Aye: 4 - Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

J. PUBLIC HEARINGS**K. DISCUSSION ITEMS****L. CLOSED SESSION**

1. Conference With Real Property Negotiators - Pursuant to Government Code section 54956.8 it is the intention of the Board of Supervisors to meet in closed session to grant authority to its negotiators regarding the price and terms of payment for the purchase of real property located at 4325 Broadway, Eureka, 95503, Assessor Parcel No. 302-171-039-000. The County's negotiators are identified as Amy S. Nilsen, County Administrative Officer, Thomas K. Mattson, Director of Public Works, Erin Damm, and Christopher Shaver; the parties with whom they may negotiate are identified as John E. McNellis with McNellis Partners.

The Board of Supervisors met in conference With Real Property Negotiators - Pursuant to Government Code section 54956.8 it is the intention of the Board of Supervisors to meet in closed session to grant authority to its negotiators regarding the price and terms of payment for the purchase of real property located at 4325 Broadway, Eureka, 95503, Assessor Parcel No. 302-171-039-000. The County's negotiators are identified as Amy S. Nilsen, County Administrative Officer, Thomas K. Mattson, Director of Public Works, Erin Damm, and Christopher Shaver; the parties with whom they may negotiate are identified as John E. McNellis with McNellis Partners. The Board of Supervisors granted property negotiations.

2. It is the intention of the Board of Supervisors to meet in closed session to discuss potential litigation pursuant to Government Code Section 54956.9(b)(3)(C).

The Board of Supervisors met in closed session to discuss potential litigation pursuant to Government Code Section 54956.9(b)(3)(C). There was no action to report.

M. ADJOURNMENT

I, RYAN SHARP, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above entitled meeting of the Humboldt County Board of Supervisors held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

RYAN SHARP

Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California




December 5, 2017




MINUTES
TUESDAY, DECEMBER 5, 2017
Regular Session

The Honorable Board of Supervisors of the County of Humboldt met in regular session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, December 12, 2017 with the vote as shown below.

AYES: Supervisors: Wilson, Bass, Sundberg, Fennell, Bohn
NAYS: Supervisors: --
ABSENT: Supervisors: --



RYAN SHARP
Deputy Clerk of the Board



VIRGINIA BASS
Chair of the Board